



DISTRICT OF COLUMBIA

OFFICE OF THE STATE SUPERINTENDENT OF

**EDUCATION**

**Assistant Superintendent of Human Resources**  
***Division of Human Resources***

We at the DC Office of the State Superintendent of Education (OSSE) are a team of 1,900. We are bus drivers, lawyers, policy experts, call center staff, data specialists, public health professionals, and grant managers—all united by our commitment to sustain, accelerate, and deepen the progress being made in DC education. Together, we support 90,000+ students, and an education network spanning 470+ early childhood facilities, 200+ schools, 60+ local education agencies (including DCPS and public charter schools), and community based organizations. Over the past several years, the agency has made huge strides in becoming a thriving and inspiring place for our staff. Our staff heartily agree on the progress: according to our most recent staff survey, 93% of staff believe OSSE is heading in the right direction. Of OSSE's \$700M annual budget, about 20%—or \$135M—is spent on personnel.

We are looking for a Director of Talent who is part strategy guru, part operational whiz, and all parts passion—passion for our mission, passion for our employees, and passion for our continued drive for organizational change.

The Director will lead a 20+ member Talent and HR team that has three aims: a) attract, develop, and retain top-notch talent so that OSSE can close the achievement gap, b) make OSSE the best workplace in DC, and c) develop and scale best practices in human capital management. The team functions are expansive and include recruitment, employee and labor relations, employment litigation support, payroll, compliance, HR analytics, professional development/training, and working closely with our lead for Diversity, Equity, Inclusion and Culture. The Director reports to the Deputy Superintendent

Specific functions of the Assistant Superintendent of Human Resources include:

***Working with diverse stakeholders to develop talent strategies and policies***

- Driving strategic alignment among the agency's leadership team on issues relating to talent management and organizational culture
- Inspiring managers and supporting the development of tactical tools to create comprehensive recruitment strategies, set up robust structures for ongoing feedback and performance management, and develop and build capacity within existing staff members
- Working with the HR team, legal counsel, other District agencies, program teams, and the leadership team to develop and implement policies and practices that optimize talent objectives, meet programmatic needs, comply with District rules and regulations, and mitigate legal risk

### ***Managing the Talent and HR team***

- Inspiring, mentoring, and leading a team of 23+ employees, including subordinate managers
- Building leadership capacity on the team by setting expectations for and coaching current and emerging leaders, strengthening collaboration and alignment of the HR leadership team members, and ensuring intentional professional development for entire team

### **Our ideal candidate will have:**

- Mastery of a wide range of operations and functions in Human Resource Management
- Knowledge of collective bargaining practices and principles
- Ability to develop and iterate a strategic vision in conjunction with others
- A knack for seeing the big picture and getting into details to learn and analyze systems and processes for improvement
- Strong organization and project management skills, with the ability to dig into details of numerous dependencies and delegate as appropriate
- Skill, commitment, and passion for people and pipeline development
- Demonstrated customer service mindset with an unrelenting focus on being resourceful and creative to find a solution to any challenge
- Ability to articulate a strategic vision and inspire others to follow
- Excellent interpersonal and collaboration skills, facilitation expertise, and indirect management experience
- Understanding of and demonstrated ability to operate with a talent mindset
- Familiarity with operating in a mid-to-large size organization or government environment is strongly preferred

Interested applicants should register for the [OSSE Virtual Hiring Fair](https://osse.dc.gov/page/hiring-fair-osse).

Full Link = <https://osse.dc.gov/page/hiring-fair-osse>.